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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE COMMISSIONER
BUREAU OF HUMAN RESOURCE MANAGEMENT

Jeffrey A. Meyers
Commissioner

Marilyn G. Doe
Director

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May 14, 2018

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, to enter into an educational tuition agreement and to pay said costs in an amount of \$3,996.00 as follows:

Institution:	New England College, 98 Bridge Street Henniker, NH 03242
Course Title(s):	Economic Analysis/Public Finance & Budgeting
Course Date(s):	Begin: 07/02/2018 End: 10/14/2018
Employee:	Julie Lane
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$3,996.00
State Share:	\$3,996.00
Source of Funds:	Employee Training, 100% General

EXPLANATION

The Department of Health and Human Services encourages and supports employees who wish to further their professional growth through continuing education in disciplines that are mutually advantageous.

Julie Lane has worked for the Department for eleven years and is currently a Program Planning and Review Specialist in the Bureau of Homeless and Housing. The skills mastered in this program will benefit her office by increasing understanding of how federal and state governmental policy is formulated which will strengthen her ability to communicate and apply Department policies to her unit and to the clients she serves.

These courses, offered by New England College, the first entitled, Economic Analysis will discuss the analysis of economic phenomena from the perspectives of economic institutions and the decisions they make. Topics covered include the role of government and markets in advancing the public good, effects and limitations of government economic policies, and analysis of the effects of economic decisions on the institution and the public. The second course, Public Finance & Budgeting examines government intervention in the economy, the form of that intervention and the impact of governmental policy at local, state, and federal levels. The course will focus on the economic tools of analysis used in public finance and budgeting by the public sector. Public policies to address externalities, perverse incentives, public goods, social insurance, and the effects of taxes are among the topics examined in detail. Successful completion of the program will add to the overall strength of the Department to perform its mission to the residents of New Hampshire.

This course will not be taken on State time.

Attached is a fully executed Tuition Agreement for your review.

Respectfully submitted,



Lori Weaver
Associate Commissioner Operations



Approved by Jeffrey A. Meyers
Commissioner



THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated this 8th day of May 2018 by and through the Department of Health and Human Services (hereinafter referred to as the "State) and Julie Lane (hereinafter referred to as the "Recipient"). The State and the Recipient do hereby mutually agree as follows:

- 1. The State shall pay to the named institution the sum of \$3,996.00, which monies shall be used for the purpose of enrolling the Recipient in: Economic Analysis and Public Finance & Budgeting (course name), which course(s) is being offered by New England College and which course(s) shall commence on July 2, 2018 and terminate on October 14, 2018.
2. The Recipient shall complete and achieve a passing grade in each course named in paragraph 1.
3. Should the Recipient fail to complete or achieve a passing grade in each course named in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, provided, however, that if more than one course is named in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
4. Upon the satisfactory completion of the courses named in paragraph 1, the Recipient shall continue in the employ of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for a period of six (6) months.
5. The Recipient shall work in any area of the State to which he/she may be assigned, provided that such assignment will not constitute a severe hardship to said Recipient.
6. Should the Recipient breach any of the conditions set forth in paragraphs 4 and 5, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to the Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course(s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.
7. The Recipient shall not raise any setoff or counterclaim against the State in any action brought by the State to collect any amount due under this agreement.
8. Should any amount be found to be due the State in any action brought against the Recipient pursuant to this Agreement, the State shall, in addition to said amount, be entitled to an award of costs and a reasonable amount in "attorney" fees.

IN WITNESS WHEREOF the representatives of the State, in his/her official capacity only, and without personal liability, and the Recipient, have hereunto set their hands on the date first above written.

RECIPIENT

(signature) Julie Lane

(printed name) Julie Lane

NOTARY State of New Hampshire, County of Merrimack :

On this the 8th day of May, 2018, before me, Ellen Macneil, the undersigned officer, personally appeared, Julie Lane (recipient) known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes herein contained.

In witness whereof I hereunto set my hand and official seal.

Ellen Macneil

Notary Public/Justice of the Peace

ELLEN M. MACNEIL, Notary Public
My Commission Expires April 9, 2019

THE STATE OF NEW HAMPSHIRE

(signature) Lon Weaver

(date) 5.21.18

(printed name, title) Lon Weaver, Associate Commissioner